

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM****SUBJECT:** Contracts and Purchasing**DEPARTMENT:** Fiscal Services **DIVISION:** Purchasing and Contracts Division**AUTHORIZED BY:** Lisa H. Spriggs **CONTACT:** Ray Hooper **EXT.** 7111

Agenda Date 10/12/04 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:**BACKGROUND:****CONSTRUCTION CONTRACTS**

5. **Approve Change Order #1 to CC-1228-04/TLR – Greenwood Lakes WWTF Master Pump Station Upgrades Mechanical Screens with Wharton-Smith, Inc., Lake Monroe (\$39,900.00)**

Reviewed by:**Co Atty:** _____**DFS:** _____**Other:** _____**DCM:** ES**CM:** FL**File No.** CFSP00

CC-1228-04/TLR provides for all supervision, labor, materials, power, light, heat, fuel, water, tools, appliances, equipment, supplies, and means of construction necessary for completion of the work described as: installation of two (2) self cleaning mechanical screens, two (2) screenings conveyors, associated control panel and accessories, asphalt driveway replacement with concrete driveway, minor piping and odor control duct modifications at the Greenwood Lakes WWTP master pump station. This project also includes removal and disposal of the existing screen from the pretreatment structure, removal of existing observation stairs from the top of existing pretreatment structure and addition of new aluminum checkered plate on the existing pretreatment structure influent channel at the Greenwood Lakes WWTP.

The Country Club Water Treatment Facility project was originally bid by the County under CC-1235-04/AJR. The County received one bid in the amount of \$65,400.00. Subsequent to receiving the single bid, Wharton-Smith (whose work on CC-1228 is nearby) was approached as a less expensive alternative to the single bid. Wharton-Smith quoted this project to staff as a change order in the amount of \$39,900.00, a savings of \$24,500 or 39%. Wharton-Smith's current close proximity to this project from project CC-1228-04/TLC allows a savings through mobilization efforts.

Change Order #1 will provide for minor concrete construction, installation of supports, and coating of existing structures at the Country Club Water Treatment Facility. The following is a summary of the cost of the contract:

Original Contract Sum	\$642,000.00
Add Change Order #1	<u>39,900.00</u>
Revised Contract Sum	\$681,900.00

This is a budgeted project and funds are available in account number 40100.169100 (Water & Sewer, Construction in Progress), CIP #0645.01. Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the change order and authorize the Chairman to execute Change Order #1.

PROFESSIONAL SERVICES

- 6. Approve Ranking List, Authorize Negotiations, and Award PS-5165-04/AJR – Master Agreement for Continuing Professional Services award Master Agreements to the following six firms: HDR Engineering, Inc., of Orlando; Inwood Consulting Engineers, Inc., of Oviedo; Keith & Schnars, P.A., of Altamonte Springs; Metric Engineering, Inc., of Winter Park; Professional Engineering Consultants, Inc., of Orlando; and WBQ Design & Engineering, Inc., of Orlando.**

PS-5165-04/AJR will provide various professional services for Seminole County Public Works Department. Work Orders on this contract will be issued in accordance with the requirements of CCNA and are currently limited by construction costs of \$1,000,000 or study costs of \$50,000.

This project was publicly advertised and the County received sixteen submittals (listed in alphabetical order):

- Avcon, Inc., Orlando;
- Bessent, Hammack & Ruckman, Inc., Palm Coast;
- CPH Engineers, Sanford;
- Harris Civil Engineers, Inc., Winter Park;
- HDR Engineering, Inc., Orlando;
- HNTB, Inc. (FNA Transportation Engineering, Inc.), Lake Mary;
- H.W. Lochner, Inc., Orlando;
- Inwood Consulting Engineers, Inc., Oviedo;
- Johnson, Mirmiran & Thompson, Lake Mary;
- Keith & Schanrs, P.A., Altamonte Springs;
- LBFH, Inc., Orlando;
- Metric Engineering, Inc., Winter Park;
- Professional Engineering Consultants, Inc., Orlando;
- Tetra Tech, Inc., Winter Park;
- Vanasse Hangen Brustin, Inc., Orlando;
- WBQ Design & Engineering, Inc., Orlando.

The Evaluation Committee, which consisted of Sally Sherman, Deputy County Manager; Gary Johnson, P.E., Director Public Works; Jerry McCollum, P.E., County Engineer; Antoine Khoury, P.E., Principal Engineer; Tom Radzai, Senior Engineer; and Charles Wetzel, P.E., Assistant County Traffic Engineer evaluated the submittals and short-listed following eight firms which the Committee interviewed:

- HDR Engineering, Inc., Orlando;
- HNTB, Inc. (FNA Transportation Engineering, Inc.), Lake Mary;
- H.W. Lochner, Inc., Orlando;
- Inwood Consulting Engineers, Inc., Oviedo;
- Keith & Schanrs, P.A., Altamonte Springs;
- Metric Engineering, Inc., Winter Park;
- Professional Engineering Consultants, Inc., Orlando;
- WBQ Design & Engineering, Inc., Orlando.

Consideration was given to the following criteria:

- Project Approach/Technical Issues of the Project;
- Team Experience and Make-Up;
- Similar Project Experience;
- QA/QC Plan per Project.

The Evaluation Committee recommends that the Board approve the ranking below and authorize staff to negotiate with the top six firms in accordance with F.S. 287.055, the Consultants Competitive Negotiation Act (CCNA):

1. Inwood Consulting Engineers, Inc., Oviedo;
2. Professional Engineering Consultants, Inc., Orlando;
3. HDR Engineering, Inc., Orlando;
4. Keith & Schanrs, P.A., Altamonte Springs;
5. Metric Engineering, Inc., Winter Park;
6. WBQ Design & Engineering, Inc., Orlando;
7. HNTB, Inc. (FNA Transportation Engineering, Inc.), Lake Mary;
8. H.W. Lochner, Inc., Orlando.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be within the constraints of the approved project budget and negotiated on an as-needed basis for the project. The estimated contract value is \$750,000.00 per year. The term of the agreements will be for a three year base period with two 1-year renewal options.

Public Works/ Engineering Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate, and authorize the Chairman to execute a Master Agreement as prepared by the County Attorney's Office.

7. Approve Ranking List, Authorize Negotiations, and Award an Agreement for PS-5168-04/TLR – Engineering Services for Reclaimed Discharge Main from the Yankee Lake Regional Water Reclamation Facility. (NTE \$200,000.00)

PS-5168-04/TLR will provide for complete engineering services necessary to prepare preliminary and final engineering design, construction administration, and final construction plans and specification for the Reclaimed Discharge Main from the Yankee Lake Regional Water Reclamation Facility. This project involves the design of approximately 4,280 linear feet of 20-inch reclaimed water main in the right-of-way along the south side of SR 46 and Lake Markham Road. This proposed reclaimed water main shall connect to an existing 20-inch reclaimed

main at Lake Markham Road and extend west then north on Yankee Lake Road and transverse to the effluent pump station located at the northern boundary of the property (Yankee Lake Regional Water Reclamation Facility).

This project was publicly advertised and the County received nine (9) submittals (listed in alphabetical order):

- Camp Dresser & McKee
- CPH Engineers, Inc.
- Dyer, Riddle, Mills & Precourt, Inc.
- Hartman & Associates, Inc.
- Jones, Edmunds & Associates, Inc.
- LBFH, Inc.
- Malcolm Pirnie, Inc.
- Professional Engineering Consultants
- Rockett & Associates

The Evaluation Committee, which consisted of Mike Harber, Project Manager; Gary Rudolph, Utilities Manager; Hugh Sipes, Sr. Engineer; and Dennis Westrick, Environmental Services Manager, evaluated the submittals and short-listed the following firms (listed alphabetically):

- Camp Dress & McKee
- LBFH, Inc.
- Malcolm Pirnie, Inc.

Consideration was given to the following criteria:

- Project Approach/Required Services
- Team and Experience
- Similar Projects
- Workload

The Evaluation Committee recommends that the Board approve the ranking below and authorize staff to negotiate with the top ranked firm in accordance with F.S. 287.055, the Consultants Competitive Negotiation Act (CCNA):

1. Camp Dresser & McKee
2. Malcolm Pirnie, Inc.
3. LBFH, Inc.

Funds are available in account number 40103-169100, CIP number 1812-01. Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the ranking, authorize staff to negotiate, and authorize the Chairman to execute an Agreement as prepared by the County Attorney's Office.

8. **Approve Amendment #3 to PS-527-98/BJC – Construction Engineering and Inspection Services for C. R. 427 – Phase I, with Earth Tech Consulting Inc., Orlando (\$79,491.09).**

PS-527-98/BJC provides for services necessary to administer the construction contract so as to determine that the project is constructed in reasonable conformity with the plans, specifications and contract provisions. Amendment #3 will provide for additional construction engineering and inspection services necessary to be concurrent with the contract extension granted to the construction contractor under FC-1156-01/BJC, Change Order #5 approved by the Board on September 28, 2004.

The following is a summary of the Agreement's costs:

Agreement Award Amount	\$600,000.00
Amendments #1 & 2	319,781.92
Amendment #3	<u>79,491.09</u>
Revised Agreement Amount	\$999,273.01

Funds are available in account numbers 077515-56067000 and 077521-56067000 CIP #DE51032Z. Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve and authorize the County Manager to execute the Amendment.

INVITATIONS FOR BID

9. **Approve Amendment #7 to BD-260-01/BJC – HVAC Maintenance and Repair Agreement, with The Trane Company, Orlando (\$106,265.32).**

BD-260-01/BJC provides for all labor, materials, equipment, refrigerant, oil, filters, components and other parts required to operate, maintain and correct any malfunctions in the County's heating, ventilation, air conditioning, and refrigeration system on all of the County's contracted buildings. Amendment #7 will provide for additional funds to include the addition and deletion of contracted buildings listed in exhibits C and C-1 to the Amendment. The following is a summary of the cost of the contract:

Annual Awarded Amount	\$625,879.00
Amendments #1-6	133,011.68
Add Amendment #7	<u>106,265.32</u>
Revised Not-to-Exceed Amount	\$865,156.00

Funds are available in accounts numbered 010560-53034000(Facilities Maintenance, Contracted Services) and 010568-530340. Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing and Contracts

Division recommend that the Board approve and authorize the County Manager to execute the Amendment as prepared by the County Attorney's Office.

SOLE SOURCE/PROPRIETARY SOURCE

- 10. Approve Sole Source Procurement M-460-04/DRS and authorize the issuance of a Miscellaneous Agreement for Socio-Economic Data Estimating and Projections – County/Regional Level, to Real Estate Research Consults, Inc. of Orlando. (Estimated \$100,000.00 per Year)**

M-460-04/DRS will provide for expertise and technical skills on an as needed basis to assist County staff in the evaluation of regional growth and development and its economic impact. Additionally, the Consultant may be asked to provide assistance in the preparation of a full array of studies, regulations, ordinances and plans by providing County-wide and regional evaluations, modeling studies, etc, as required.

Real Estate Research Consultants has unique skill and experience for providing specialized regional socio-economic analysis and marketing studies based in part on their proprietary database. They have completed three critical studies for the County: the Base Data Study (used to produce the County's Economic Development Strategic Plan and Economic Element of the Seminole County Comprehensive Plan), the Employment Data Study and the Historic and Projected Housing Data Study. They are currently preparing a Fiscal Impact Analysis Model for the Planning Division. This model will require annual updating as well as revisions to accommodate data inputs from current County databases.

This agreement should take effect upon execution by the parties and shall remain in effect for one (1) year. At the sole option of the County the agreement may be renewed for two (2) additional periods not to exceed one (1) year each.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will be within Board approved Budget Amounts.

This is a budgeted project and funds are available in account number 110200-53031000. Planning & Development/Comprehensive Planning and Fiscal Services/Purchasing and Contracts Division recommend that the Board authorize the County Manager to execute the Miscellaneous Agreement as prepared by the County Attorney's Office.

11. Approve Sole Source Procurement M-461-04/DRS and authorize the issuance of a Miscellaneous Agreement for Socio-Economic Data Estimating and Projections – City/County Level, to Urban Dynamics Corporation, Inc. of Neptune Beach. (Estimated \$100,000.00 per year).

M-461-04/DRS will provide for expertise and technical skills on an as needed basis to assist County staff in the implementation of the County's Comprehensive Plan and the fulfillment of the comprehensive planning work program activities such as the Evaluation and Appraisal Report. Additionally, the Consultant may be asked to provide assistance in the preparation of the full array of studies, regulations, ordinances and plans in support of general planning activities related to socio-economic data or land use data sets.

Urban Dynamics Corporation has developed an unparalleled knowledge of County planning practices, processes and history. They are thoroughly familiar with the tools and products used by the Planning Division and with the types of information requests consistently made. They have been involved in virtually all special studies done by the Planning Division since 1995. Urban Dynamics has played a key role in production of the County's land use data sets for use in the 1998 Evaluation and Appraisal Report (EAR) of the Comprehensive Plan, a state mandated task. They are currently involved in updating the land use maps for the 2006 EAR. Based on the long term work history with the Planning Division, Urban Dynamics has been able to provide seamless work products year to year allowing the County to avoid inevitable differences in work product quality and method incurred by hiring inexperienced Consultants.

This agreement should take effect upon execution by the parties and shall remain in effect for one (1) year. At the sole option of the County, the agreement may be renewed for two (2) additional periods not to exceed one (1) year each.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project and will be within Board approved budget amounts.

This is a budgeted project and funds are available in account number 110200-53031000. Planning & Development/Comprehensive Planning and Fiscal Services/Purchasing and Contracts Division recommend that the Board authorize the County Manager to execute the Miscellaneous Agreement as prepared by the County Attorney's Office.

INFORMATION ONLY

EMERGENCY PROCUREMENTS

12. **In accordance with the Seminole County Code, Section 220.41 Emergency Procurement; a report listing all Emergency purchases exceeding the mandatory competitive bid limit (\$25,000) that was waived because of an emergency shall be submitted to the Board. As of September 28, 2004, the following Emergency procurements over \$25,000 were issued (\$448,562.07).**

Hurricane Charley:

Emergency Purchase Order #11302 to Fausnight Stripe & Line, Longwood, FL, was processed in the amount of \$40,000.00 for restoration of damaged signs at intersections and roadways.

Emergency Purchase Order #11461 to Tower Systems South Inc, Winter Park, FL, was processed in the amount of \$37,036.90 for repair of County owned communications towers.

Emergency Purchase Order #11466 to Motorola, Longwood, FL, was processed in the amount of \$58,779.00 for three (3) VHF radio base stations.

Hurricane Frances:

Emergency Purchase Order #11392 to Americas Generators Inc, Miami, FL was processed in the amount of \$74,994.00 for the purchase of two (2) 60 KW generators and two (2) 40 KW generators.

Emergency purchase to Seminole Power Sports, Longwood, FL, was processed in the amount of \$65,952.50 for twenty-five (25) Honda EB5000 generators.

Emergency purchase to Big City Catering, Orlando, FL, was processed in the amount of \$118,999.67 for breakfast, lunch and dinner at the EOC and public shelters from September 3rd to September 7th, 2004.

Hurricane Jeanne:

Emergency purchase to Central City Bag Co., Inc., Orlando, FL, was processed in the amount of \$52,800.00 for 200,000 sandbags.

13. Report of an Emergency Purchase Order (EPO) to replace diesel piping at the Five Points Fuel Island, with Guardian Fueling Technologies, Inc., Sanford, FL (\$70,000.00)

An Emergency Purchase Order was issued to replace the broken diesel piping at the Five Points Fuel Island. The flex pipe that transfers fuel from the storage tanks to the dispensers burst and had to be replaced quickly; otherwise, no fuel would have been dispensed from this location. Moreover, there was a strong possibility of a fuel spill that would have hampered county-wide clean-up efforts after Hurricane Charley.

In accordance with Chapter 220, sec 220.41, an Emergency Purchase Order (EPO) was processed and a copy of the EPO is attached in the back-up.

Emergency Purchase Order #11353 to Guardian Fueling Technologies, Inc., Sanford, FL, was processed in the amount of \$70,000.00 on August 31, 2004.

14. Report of an Emergency Purchase Order (EPO) to interconnect piping from Yankee Lake reclaimed to Greenwood Lakes reclaimed system due to a lightning strike, with Sunshine Building & Development Corp., Casselberry, FL (\$36,490.97).

A lightning strike at the Greenwood Lakes reclaimed site restricted output of reclaimed water to customers. An interconnect piping was installed to restore water service to the public.

In accordance with Chapter 220, sec 220.41, an Emergency Purchase Order (EPO) was processed and a copy of the EPO is attached in the back-up.